

Brady, Cory M.

From: Brady, Cory M.
Sent: Wednesday, October 10, 2012 12:49 PM
To: District Applications WorkGroup; DAWG.Faculty
Cc: Kuck, Dr. Glen; Walter, DyAnn; Hannon, Carol; McGowan, Arlene; Jones, Dianna
Subject: District Applications WorkGroup (DAWG): Agenda for 10/10/2012
Attachments: StudentswithoutWwithdropaftergraderequired.pdf;
StudentswithStatusofAorNwithWgrade.pdf

Team,

Sorry, this is super late in getting out.

Below is the tentative agenda for today's meeting. Please send me anything you wish to add.

District Application Workgroup (DAWG) Purpose:

To provide a communication conduit and working environment to:

- Bring and discuss current issues related to district applications and college services. Including:
 - New and changing State and Federal Mandates
 - New and changing college/district policies and procedures
 - etc.
- To bring stakeholders together to complete tasks and resolve issues related to approved projects and operational tasks.

IMPORTANT NOTE: *This group has no function in prioritizing or accepting projects or programming requests. However, this group can be used to discuss and vet possible projects and programming requests.*

Date	Start time	End time
10/03/2012	2:00 PM	4:30 PM

PARTICIPANT DETAILS

- > Dial your telephone conference line: **(888) 886-3951**
- > Enter your passcode: **921061**
- > Go to www.cccconfer.org
- > Click the Participant Log In button under the Meet & Confer logo
- > Locate your meeting and click Go
- > Fill out the form and enter the passcode: **921061**

Meeting Participants:

- District
 -

- SBVC
 -
- CHC
 -

Meeting Agenda:

- **General Discussion**

- **Follow Up:** Creating a group for reviewing / coming up with specifications for a replacement roster for Campus Central.

Sponsor: Dan Angelo

Last Meeting Notes:

- Dan has asked for the members to be identified.
- Recommended that this process be jointly between campuses.
- **Question Next Steps:**
 - Confirm if both colleges with jointly be participating.
 - Schedule one of the DAWG meetings to come up with a suggestion to bring to 'Faculty Review Team'.
 - Once presented to the 'Faculty Review Team', ask for a feedback deadline of Dec 2012.

Last Meeting Action Items:

- Joe will be talking with Rebecca Warren-Marlatt on creating a CHC faculty focus group.

- **Follow Up:** Same-Day Payment at SBVC
Sponsor: Cory Brady, Glen Kuck, Dan Angelo

Last Meeting Notes:

- **Next Steps:**

- Starting the Communication Plan
- Combining 'Non-Payment Drop Notice'
 - Dan and Larry had a 'lengthy' meeting, and decided that the message will be what currently CHC has, minus 2 words.
 - Colleges can make this change directly themselves.
 - Nov 1st is recommended for the day to switch the notice; but needs to be worked in with the Communication Plan for SBVC.
 - Note: Use color "#B50000" (red) for message.
- AB540 / BOG Rule Changes for Registration Billing

- **Discussion:** Same-Day @ SBVC: "Check Off Screen"

Sponsor: Dan Angelo

Last Meeting Notes:

- Would affect both colleges.
- **Want:** To require a student to check a box, saying they have read the 'Same-Day Payment' notice.
- **Question:** Does the answer need to be recorded?
 - If has to be recorded in colleague, we would not be able to meet the Spring 2013 registration.
 - If can be a cached flag in the browser, we can use a simple java script to show a java alert.
 - Possible issue is that the alert isn't 508 compliant, which would affect DSPS students.

Last Meeting Action Items:

- Cory to work with Jason on getting a 508 compliant alert message for WebAdvisor's registration page.

- **International Students**

- **Discussion:** SEVIS vs. Colleague recording and reporting

Sponsors: Joe Cabrales, Glen Kuck

Last Meeting Notes:

- When asked to different departments, different numbers of International student's was returned.
- Ellucian's does have a module for reporting to SEVIS, which SBCCD has licensed.
 - Except for 2 staff in SBVC Financial Aid, no one has access. And they don't use it.
 - This module is not utilized, and could be used to help.

- **MIS**

- **Follow Up:** Do we report Zero BOG students going forward?

Sponsor: Cory Brady

Last Meeting Notes:

- Some colleges may have a 'drop roster' that might meet the documentation requirement.
- Any recommendations here would definitely need to go higher up on the chain of command via Glen.
- **Possible Recommendations:**
 - **Strongly recommend** that any process will not be paper. All would be online/electronic processes.
 - The faculty should be fully responsible, so no staff is required to manually enter information.
 - Suggested that any decision would be left to the faculty in implementing some form of attendance, to allow 'Zero BOG' submission for funding.
 - Having faculty submit a form of attendance/drop roster for the section?
 - Having faculty enter the 'last date of attendance' when dropping the student?
 - But, how does 'student initiated drops' be tracked? Faculty would be required to enter the last date of attendance.

- **Admissions and Records**

- **Admissions:**

- **Discussion:** New drop dates for 'with' and 'without' a 'W'.

Sponsor: Dan Angelo

Last Meeting Notes:

- **Issue:** Student dropped on 9/3/12, then was reinstated, but then was dropped by Instructor. End result is the student received a 'W'.
 - 18 Week 'W' date is 8/31/12. So student should get 'W' if dropped initially 9/3/12.
- **Issue:** CHC reported issue in 'W' grade showing up when one is not needed.
 - Manually correcting the student record is not preventing the 'W' grade from being entered.
 - **Theory:** BGVU may be updating the record with the 'W'.

Last Meeting Action Items:

- Ticket Already Created (#####)
 - Informer Report – Identify student's without 'W' who dropped after section 'W' date.
 - Informer Report – Identify student's (A,N) with 'W'.

- **Follow Up:** Degree Audit
Sponsor: Joe Cabrales, Glen Kuck
Last Meeting Notes:
 - SB 1456 has been signed, student success and performance.
 - Degree audit will improve Ed-Plans and student which SB 1465 is requiring.
 - The Student's use of Degree Audit isn't possible until the Degree Audit is fully functional.
 - **Question:** Will SB 1456 increase the priority for the Degree Audit project.
 - State required 'Priority Enrollment' requiring Ed-Plans, Assessment and Orientation prior to registration.

Notes: Cory e-mailed the project request for SBVC sign-off. But, have not received any responses or sign-off sheet.

○ **Registration**

- **Discussion:** Review of 'Registration Notice' to students upon registering " and waitlisting".
Sponsor: DyAnn Walter
Last Meeting Notes:
 - When student's add them to the waitlist 'only', they still get the 'online registration' e-mail.**Last Meeting Action Items:**
 - Update the paragraph configuration on STWP (registration) so the first line reads: "Thank you for your on-line transaction" (instead of 'registration')
- **Discussion:** Implementation of State Mandated 'Enrollment Priorities' by Fall 2014. However, notifications to student's go out in Spring 2013.
Sponsor: Dan Angelo
Action Item: Have this as a standing topic for DAWG.
Last Meeting Notes:
 - **Logic Questions:**
 - Is the necessary communication by 2013SP correct? Was it supposed to be 2014SP?
 - What purpose would it serve?
 - Why isn't other college's going 'nutz' about this?**Last Meeting Action Items:**
 - Dan/Larry to get latest copy of the bill to see if corrections were made.

○ **Transcripts / Records**

- **Follow Up/Discussion:** SB1440 – Transfer Degrees
Sponsor: Cory Brady
Last Meeting Action Item: Credential's still working on export solution for Transfer Degrees.
Last Meeting Notes: Larry Aycock has tried contacting Kevin, but unable to get update.

E-Mail from Kevin:

Yes I have been meaning to follow up as well on the SB1440. My understanding from the meeting is that we were waiting on a few options from your side. If it was simplest to create a new "Transcript type" that Credentials would utilize for the Electronic transcripts that would be showing the Program Code for the For Transfer Degree.

Here is what we are doing at other schools now. The majority have the "For Transfer" degree on the transcript, and the schools provided us with a list of the program codes associated with each "for transfer" degree this has been the most at 8-10 for a school, so not a lot. Most schools are ONLY including this for "for transfer" degrees and not for ALL degrees.

We have one school that is including the program code right on the printed transcript, again they are including this code on the printed transcript ONLY for "For Transfer" degrees.

At this point I was waiting to hear back if it was feasible in making a second transcript type at Crafton and SBVC that would include this information, then Credentials would parse and include with electronic transcripts.

- **Duplicate Institution Clean-Up**

- **Follow-Up:** What is the latest progress?

Sponsor: Larry Aycock

Last Meeting Note:

- Have finished updating the excel document.
- 3 colleges have been found to be real, but no CEEB is available.
- Once the 3 colleges have been confirmed, will send the file.

- **Duplicate Address Clean Up**

- **Follow Up:** Setup of Datatel's Address Duplicate Clean-up Process.

Sponsor: Cory Brady

Last Meeting Action Items:

- Run RMAD in R18Live multiple times.
- Setup cron script to run RMAD weekend (Sat/Sun)

- **Account Receivables**

- **Registration Billing**

- **Discussion:** Briefly discuss and provide an update on CHC's plan to deal with the SCF billing issue

Sponsor: Joe Cabrales

Last Meeting Notes:

- The notice hasn't been sent out yet. It is in Mike Strong's hands.
- Any tickets handled in providing information to students regarding the re-billing, would require additional fee charges.
- **Question for Glen:** Can the helpdesk help offset the calls from students?

- **Next Meeting:**

- **DAWG Working Session on "Degree Audit":** Wednesday, October 10, 2012 from 2:00 PM to 4:30 PM
- **Meeting Scheduled for:** Wednesday, October 17, 2012 from 2:00 PM to 4:30 PM

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"Time is the predator and we are the prey."

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